# County of Contra Costa OFFICE OF THE COUNTY ADMINISTRATOR MEMORANDUM

DATE:

October 19, 2009

TO:

Internal Operations Committee Supervisor Susan A. Bonilla, Chair Supervisor Gayle B. Uilkema, Member

FROM:

Emma Kuevor, Affirmative Action Officer Huller

SUBJECT:

2009 Small Business Enterprise and Outreach Programs

#### **RECOMMENDATION:**

#### ACCEPT the 2009 January - June SBE and Outreach Programs Report

As detailed in the attached 2009 (January – June) Semi-Annual Reports, County Departments consistently made efforts this year to support the County's Small Business Enterprise (SBE) goals and Outreach Program requirements. Highlights include:

#### **Small Business Enterprise Program**

- Purchasing Over \$ 1.6 million awarded to SBEs, with six of the 21 departments (29%) exceeding the 50% SBE contracting goals;
- Professional/Personal Services Contracts Over \$5.1 million awarded to SBEs, with eight of the 20 departments (40%) exceeding the 50% SBE contracting goal; and
- Construction Contracts Over \$ 379,000 thousand dollars awarded to SBEs, with none of the department's exceeding the 50% contracting goal.

#### **Outreach Program**

- Purchasing (E- Outreach) 6,949 Minority Business Enterprises (MBE), Women Business Enterprises (WBE), Small Business Enterprise (SBE), Local Business Enterprise (LBE), and Disabled Veteran-owned Business Enterprises (DVBE) vendor contacts;
- Purchasing (by Departments) 177 MBE, WBE, SBE, LBE, and DVBE business contacts for 212 awards;
- Professional/Personal Service Contracts 2,344 MBE, WBE, SBE, LBE, and DVBE business contacts for 490 awards; and
- Construction Contracts 429 MBE, WBE, SBE, LBE, and DVBE business contacts for 7 awards.

## **County of Contra Costa**



2009 Semi-Annual Report (January 1, 2009 – June 30, 2009)

For

**Small Business Enterprise and Outreach Programs** 



### Small Business Enterprise (SBE) and Outreach Programs 2009 Semi-Annual Report (January 1 – June 30, 2009)

Consistent with direction from the Internal Operations Committee, this report provides detailed information on the County's Small Business Enterprise (SBE) and Outreach Program activity as well as a summary overview.

#### **SBE Program**

The objective of the SBE program is for the County to annually award to SBEs fifty percent (50%) or more of the total dollar amount of covered purchasing transactions, professional/personal services contracts, and construction contracts. The program covers purchasing transactions and professional/personal service contracts of \$50,000 or less and construction contracts of \$25,000 or less.

During this first 2009 Semi-Annual reporting period, 21 departments had purchasing transactions (Attachment 1); 20 departments awarded professional/personal service contracts (Attachment 2); and 2 departments awarded construction contracts (Attachment 3). The following table highlights total activity:

#### 2009 SBE Semi-Annual Summary Activity

| Categories                         | Total Number<br>of SBE Awards<br>This Period | % of Awards to SBEs This Period | Total Dollars<br>Awarded<br>This Period | % of Dollars Awarded to SBEs This Period |
|------------------------------------|--|---------------------------------|---|--|
| Purchasing<br>Transactions         | 1,338  | 30%                             | \$1,674,129                             | 33%                                      |
| Professional/<br>Personal Services | 670  | 22%                             | \$5,111,249                             | 61%                                      |
| Construction                       | 5  | 100%                            | \$37,295                                | 40%                                      |

Several departments exceeded the countywide program objective for this reporting period.

**Purchasing**— Six departments awarded more than 50% of the total dollars to SBEs: Assessor (58%), Building Inspection (51%), Clerk Recorder (83%), Community Development (79%), County Counsel (100%), and Health Services Department (52%).

**Professional/Personal Services**—Eight departments awarded more than 50% of the total dollars to SBEs: Assessor (100%), Auditor-Controller (100%), Building Inspection (91%), County Counsel (100%), General Services (77%), Health Services (72%), Human Resources (92%), and Public Works (84%).

**Construction**—Contra Costa County Fire Protection District and Public Works Department each awarded 50% of their total dollars to SBEs during the reporting period.

#### **Outreach Program**

The objective of the Outreach Program is for departments, consultants, and contractors to outreach to all businesses, including Minority Business Enterprises (MBEs), Women Business Enterprises (WBEs), Small Business Enterprises (SBEs), Local Business Enterprises (LBEs), and Disabled Veteran-owned Business Enterprises (DVBEs), to provide equal opportunity for vendors, service providers, and contractors to compete for business with the County.

The program covers purchasing transactions (E-Outreach) that exceed \$10,000 (Attachment 4); purchasing transactions under \$10,000 by departments (Attachment 5); professional/personal service contracts of more than \$50,000 (Attachment 6); and construction projects that exceed \$100,000 (Attachment 7). The Outreach Program continues to show progress with departments documenting their outreach efforts to all vendors and contractors.

Purchasing Transactions (E-Outreach) —With the implementation of E-Outreach, the Purchasing Manager is responsible for outreach on purchasing transactions. Overall, the Purchasing Manager contacted 6, 949 vendors in seven business categories (MBEs, WBEs, SBEs, LBEs, DVBEs, DBEs and federal SBEs) for purchasing transaction awards of over \$6.4 million and 6949 contacts. Expenditures were greatest in the following purchasing categories:

- Microcomputer Hardware and Peripherals. Expenditures: \$1.3 million. Total number of outreach contacts: 1,984;
- Data Processing Services and Software. Expenditures: \$1.1million. Total number of outreach contacts: 1, 191;
- Radio Communication, Telephone, and Telecommunication, Equipment,
   Accessories, and Supplies. Expenditures: \$787,433. Total number of outreach contacts: 372; and
- Automotive Vehicles and Transportation Equipment. Expenditures: \$546,933. Total number of outreach contacts: 159.

Details on the number of contract awards by commodity code and other format refinements are expected over time.

Purchasing Transactions By Departments Under \$10,000- There were seven Departments that conducted outreach on purchasing activity for transactions under \$10,000 during this reporting period. The departments are Agriculture, Animal Services, Community Development, County Administrator, East Contra Costa Fire Protection District, Library, and Sheriff/Coroner. There were 212 contracts for a total of \$239,273. The outreach effort was to 19MBE, 18 WBEs, 107 SBEs, 32 LBEs and one DVBE. The Agriculture Department outreached to all five business categories and four departments to four business categories.

Professional/Personal Services – Fifteen departments had contract activity this period. Three departments (General Services, Health Services, and Public Works) outreached to consultants in all five business categories, three departments (Building Inspection, Community Development, and Contra Costa County Fire Protection District) outreached to consultants in four of the five business categories. The other departments will be reminded of the program requirements to make efforts to outreach to all business categories. There were 490 contracts for more than \$112 million. The outreach effort was to 298 MBEs, 303 WBEs, 1,236 SBEs, 493 LBEs and 14 DVBEs.

Construction-The General Services Departments had outreach activities in all five business categories. There were 7 contracts for a total of more than \$1.5 million. The outreach effort was to 57 MBEs, 45 WBEs, 195 SBEs, 116 LBEs, and 16 DVBE.

#### **Amended and Renewed Contracts**

The County continues to monitor the number of amended and renewed contracts in each reporting period. The emphasis is on reducing the large number of amended and renewed contracts and to require outreach every three years for all contracts.

Amended and Renewed Contracts - Under the SBE Program 6 department's amended contracts and 10 departments renewed contracts, resulting in a total of 26 amendments and 140 renewals during the reporting period. In the Outreach Program, 5 departments amended contracts and 8 departments renewed contracts, resulting in a total of 75 amendments and 264 renewals.

#### Contra Costa County SBE Purchasing Transactions January - June 2009

|    | DEPARTMENT <sup>1</sup>                          | Total Purchasing<br>Transactions<br>Dollars <sup>2</sup> Awarded | Purchasing<br>Transactions<br>Dollars Awarded<br>to SBEs | Percentage of<br>Purchasing<br>Dollars Awared<br>to SBEs | Total Purchasing<br>Transactions<br>Numbers Awarded <sup>2</sup> | Total Purchasing<br>Transactions<br>Numbers awarded to<br>SBEs <sup>2</sup> | Total Percentage<br>of Purchasing<br>Transaction to<br>SBEs <sup>2</sup> |
|----|--|--|--|--|--|---|--|
| 1  | Agriculture                                      | \$56,546   | \$27,475   | 48%  | 160  | 62  | 43%  |
| 2  | Animal Services                                  | \$242,995  | \$18,190   | 8%   | 66   | 7   | 11%  |
| 3  | Assessor   | \$1,405  | \$812  | 58%  | 6  | 3   | 50%  |
| 4  | Auditor/Controller                               | \$3,470  | \$0  | 0%   | 9  | 0   | 0%   |
|    |  |  |  |  |  |   |  |
| 5  | Building Inspection                              | \$39,127   | \$20,097   | 51%  | 14   | 6   | 43%  |
| 6  | Clerk Recorder                                   | \$38,084   | \$319  | 83%  | 59   | 3   | 5%   |
| 7  | Community Development                            | \$20,595   | \$16,253   | 79%  | 19   | 8   | 42%  |
| 8  | Cooperative Extension                            | \$966  | \$0  | 0%   | 4  | 0   | 0%   |
| 9  | County Administrator                             | \$118,522  | \$38,778   | 33%  | 33   | 12  | 36%  |
| 10 | County Counsel                                   | \$958  | \$958  | 100%   | 5  | 5   | 100%   |
| 11 | Department of Child Support<br>Services          | \$43,201   | \$17,790   | 41%  | 35   | 11  | 31%  |
| 12 | District Attorney <sup>4</sup>                   |  |  |  |  |   | <del></del>  |
| 13 | Employment & Human Services                      | \$88,399   | \$43,951   | 50%  | 164  | 52  | 32%  |
| 14 | Fire Protection District- Contra<br>Costa County | \$1,188,911  | \$381,180  | 32%  | 1960   | 604   | 31%  |
| 15 | Fire Protection District- Crockett-<br>Carquinez | \$29,054   | \$12,835   | 44%  | 120  | 27  | 23%  |
| 16 | Fire Protection District-East<br>Contra Costa    | \$289,258  | \$52,432   | 18%  | 565  | 282   | 50%  |
| 17 | General Services                                 | \$2,104,704  | \$900,509  | 43%  | 442  | 225   | 52%  |
| 18 | Health Services                                  | \$144,211  | \$75,209   | 52%  | 17   | 9   | 53%  |
| 19 | Human Resources                                  | \$1,592  | \$435  | 27%  | 4  | 1   | 25%  |

# Contra Costa County SBE Purchasing Transactions January - June 2009

|     | DEPARTMENT <sup>1</sup>              | Total Purchasing<br>Transactions<br>Dollars <sup>2</sup> Awarded | Purchasing<br>Transactions<br>Dollars Awarded<br>to SBEs | Percentage of<br>Purchasing<br>Dollars Awared<br>to SBEs | Total Purchasing<br>Transactions<br>Numbers Awarded <sup>2</sup> | Total Purchasing<br>Transactions<br>Numbers awarded to<br>SBEs <sup>2</sup> | Total Percentage<br>of Purchasing<br>Transaction to<br>SBEs <sup>2</sup> |
|-----|--------------------------------------|--|--|--|--|---|--|
| 20  | Library                              | \$104,497  | \$27,062   | 26%  | 8  | 1   | 2%   |
| 21  | Probation <sup>3</sup>               |  |  |  |  |   |  |
| 22  | Public Defender <sup>3</sup>         |  |  |  |  |   |  |
| 23  | Public Works                         | \$126,352  | \$30,730   | 24%  | 38   | 7   | 18%  |
| 24  | Sheriff/Coroner                      | \$369,485  | \$9,114  | 2%   | 709  | 13  | 2%   |
| 25  | Treasurer/Tax Collector <sup>3</sup> |  |  |  |  |   |  |
| _26 | Veterans Service Office <sup>3</sup> |  |  |  |  |   |  |
|     | Total                                | \$5,012,332  | \$1,674,129  | 33%  | 4,437  | 1,338   | 30%  |

- 1. Non-exempt Purchasing Transactions of \$50,000 and less made by departments. Non-exempt Purchases made for departments by the Purchasing Manager are included in the General Services Department data.

  2. Initial award amount only and excludes purchasing amendments and renewals.

  3. No "Purchasing Source Discretion" transactions during the reporting period.

- 4. No report submitted.

#### Contra Costa County SBE Professional/Personal Services January - June 2009

|     | DEPARTMENT <sup>1</sup>                          | Total<br>Professional<br>Services<br>Awarded <sup>2</sup><br>Dollars | Professional<br>Services<br>Dollars<br>Awarded to<br>SBEs | Percentage of<br>Professional Svcs<br>contracts<br>Awarded to SBEs | Professional<br>Services Total<br>Number of<br>Contracts | Professional<br>Services Total<br>Number of<br>contracts to SBEs | Percentage of<br>Professional<br>Services Contracts<br>to SBEs |
|-----|--|--|---|--|--|--|--|
| 1   | Agriculture                                      | \$2,161  | \$148   | 7%   | 6  | 2  | 33%  |
| 2   | Animal Services                                  | \$2,976  | \$939   | 32%  | 9  | 4  | 44%  |
| 3   | Assessor   | \$973  | \$973   | 100%   | 3  | 3  | 100%   |
| 4   | Auditor/Controller                               | \$22,628   | \$22,628  | 100%   | 2  | 2  | 100%   |
| 5   | Building Inspection                              | \$114,950  | \$104,960   | 91%  | 7  | 6  | 86%  |
|     | Clerk Recorder                                   | \$94,740   | \$29,183  | 31%  | 37   | 16   | 43%  |
| 7   | Community Development                            | \$136,060  | \$50,100  | 37%  | 8  | 5  | 63%  |
| . 8 | Cooperative Extension <sup>3</sup>               |  |   |  |  |  |  |
| 9   | County Administrator's<br>Office                 | \$147,126  | \$39,617  | 27%  | 33   | 18   | 55%  |
| 10  | County Counsel                                   | \$20,870   | \$20,870  | 100%   | 123  | 123  | 100%   |
| 11  | Department of Child<br>Support Services          | \$136,554  | \$24,500  | 18%  | 23   | 1  | 4%   |
| 12  | District Attorney <sup>4</sup>                   |  |   |  |  |  |  |
| 13  | Employment Human                                 | \$47,490   | \$13,600  | 29%  | 6  | 3  | 50%  |
| 14  | Fire Protection District-<br>Contra Costa County | \$862,646  | \$205,131   | 24%  | 2,086  | 257  | 12%  |
| 15  | Fire Protection District-<br>Crockett-Carquinez  | \$4,580  | \$374   | 8%   | 7  | 1  | 14%  |
|     | Fire Protection District-<br>East Contra Costa   | \$361,707  | \$48,178  | 13%  | 447  | 56   | 13%  |
| 17  | General Services                                 | \$312,742  | \$108,000   | 77%  | 10   | 4  | 40%  |
| 18  | Health Services                                  | \$5,355,870  | \$3,836,434   | 72%  | 210  | 145  | 69%  |
| 19  | Human Resources                                  | \$46,034   | \$42,400  | 92%  | 4  | 2  | 50%  |

# Contra Costa County SBE Professional/Personal Services January - June 2009

|    | DEPARTMENT <sup>1</sup>        | Total<br>Professional<br>Services<br>Awarded <sup>2</sup><br>Dollars | Professional<br>Services<br>Dollars<br>Awarded to<br>SBEs | Percentage of<br>Professional Svcs<br>contracts<br>Awarded to SBEs | Professional<br>Services Total<br>Number of<br>Contracts | Professional<br>Services Total<br>Number of<br>contracts to SBEs | Percentage of<br>Professional<br>Services Contracts<br>to SBEs |
|----|--------------------------------|--|---|--|--|--|--|
| 20 | Library                        | \$57,130   | \$21,892  | 38%  | 44   | 1  | 2%   |
| 21 | Probation                      | \$82,000   | \$37,000  | 45%  | 2  | 1  | 50%  |
| 22 | Public Defender <sup>3</sup>   |  |   |  |  |  |  |
| 23 | Public Works                   | \$596,937  | \$504,322   | 84%  | 34   | 20   | 59%  |
| 24 | Sheriff/Coroner <sup>3</sup>   |  |   |  |  |  | -  |
| 25 | Treasurer/Tax <sup>3</sup>     |  |   |  |  |  |  |
| 26 | Veterans Services <sup>3</sup> |  |   |  |  |  |  |
|    | Total                          | \$8,406,174  | \$5,111,249   | 61%  | 3,101  | 670  | 22%  |

- Non-exempt, direct purchasing transactions of \$50,000 and less made by the departments.
   Initial award amount only and excludes purchasing amendments and renewals.
- 3. No "Purchasing Source Discretion" transactions during the reporting period.
- 4. No report submitted.

|   | DEPARTMENT <sup>1</sup>                          | Total Dollar<br>Amount of<br>Construction<br>Contracts <sup>2</sup><br>Awarded | Total Dollar<br>Amount of<br>Construction<br>Contracts<br>Awarded to SBEs | Percentage of<br>Construction<br>Contracts<br>Awarded to<br>SBEs | Total Number of<br>Construction<br>Contracts<br>Awarded | Total Number of<br>Construction<br>Contracts<br>Awarded to SBEs | Percentage Number<br>of Construction<br>Contracts Awarded<br>to SBEs |
|---|--|--|---|--|---|---|--|
|   |  |  |   |  |   |   |  |
|   |  | #25.404  | 40,000  | 100/   |   |   | 500/   |
| 1 | Fire Protection District-<br>Contra Costa County | \$26,464   | \$3,322   | 13%  | 2   | 1   | 50%  |
| 2 | Public Works                                     | \$127,371  | \$33,973  | 27%  | 8   | 4   | 50%  |
|   | Total  | \$153,835  | \$37,295  | 40%  | 10  | 5   | 100%   |

- Non-exempt Construction Contracts of \$25,000 and less.
   Initial award amount only and excludes any contract amendments, renwals or change orders.

#### Contra Costa County E-Outreach Purchasing January - June 2009

| Purchasing Transactions | Dollar                   | Total<br>Vendor |           | WBEs      | &State       | LBEs      | DVBEs    | DBEs       | Federal<br>SBEs |
|-------------------------|--------------------------|-----------------|-----------|-----------|--------------|-----------|----------|------------|-----------------|
| APPLIANCES AND          | -                        | Contacts        |           |           | SBEs         |           |          |            |                 |
| APPLIANCES AND          |                          |                 |           |           |              |           |          |            |                 |
| EQUIPMENT, HOUSEHOLD    | 1                        |                 | 4.0       |           |              |           |          | _          |                 |
| TYPE                    | \$64,322                 | 162             | 43        | 36        | 72           | 0         | 0        | 7          | 4               |
| AUTOMOTIVE VEHICLES     |                          |                 |           |           |              |           |          |            |                 |
| AND TRANSPORTATION      |                          |                 |           |           |              |           |          |            |                 |
| EQUIPMENT               | \$546,933                | 159             | 11        | 8         | 83           | 9         | 0        | 21         | 27              |
| BOATS, MOTORS, AND      |                          |                 |           |           |              |           |          |            |                 |
| MARINE AND WILDLIFE     |                          | }               |           |           |              |           |          |            |                 |
| SUPPLIES                | \$54,012                 | 14              | 4         | 0         | 7            | 0         | 0        | 3          | 0               |
| BUILDING MAINTENANCE    | <del> </del>             |                 |           |           |              |           |          |            |                 |
| AND REPAIR SERVICES     | \$216,542                | 223             | 67        | 47        | 49           | 33        | 10       | 4          | 13              |
| CHEMICAL LABORATORY     | ΨΕ10,042                 | 220             | 0,        | -71       |              | 33        | Ū        |            | 10              |
| 1                       |                          |                 |           |           |              |           |          |            |                 |
| EQUIPMENT AND           | 6057 000                 | 400             | _         | _         | 40           |           |          | 00         | 40              |
| SUPPLIES                | \$357,683                | 102             | 7         | 2         | 42           | 8         | 0        | 33         | 10              |
| COMPUTER SOFTWARE       |                          |                 |           |           |              |           |          |            |                 |
| FOR MINI AND MAINFRAME  |                          |                 |           |           |              |           |          |            |                 |
| COMPUTERS               |                          |                 |           |           |              |           |          |            |                 |
| (PREPROGRAMMED)         |                          |                 |           |           |              |           |          |            |                 |
|                         | \$217,691                | 479             | 36        | 24        | 287          | 22        | 37       | 29         | 44              |
| DATA PROCESSING         |                          |                 |           |           |              |           |          |            |                 |
| SERVICES AND            |                          |                 |           |           |              |           |          |            |                 |
| SOFTWARE                | \$1,178,323              | 1.191           | 53        | 39        | 946          | 39        | 3        | 34         | 77              |
| EQUIPMENT               | Ψ1,170,020               | 1.101           | 55        | - 55      | 340          | - 55      | ٠        | - 54       | - 11            |
| MAINTENANCE.            |                          |                 |           |           |              |           |          |            |                 |
|                         |                          |                 |           |           |              |           |          |            |                 |
| RECONDITIONING, REPAIR  |                          |                 |           |           |              |           |          |            |                 |
| SERVICES ,OFFICE,       |                          |                 |           |           |              |           |          |            |                 |
| PHOTOGRAPHIC, AND       |                          |                 |           |           |              |           |          |            |                 |
| RADIO/TELEVISION        |                          |                 |           |           |              |           |          |            |                 |
|                         | \$339,257                | 244             | 64        | 47        | 47           | 62        | 0        | 17         | 7               |
| FOODS: STAPLE           |                          |                 |           |           |              |           |          |            |                 |
| GROCERY AND GROCER'S    |                          |                 |           |           |              |           |          |            |                 |
| MISC. ITEMS             | \$11,003                 | 64              | 23        | 12        | 14           | 8         | 0        | 7          | 0               |
| FUEL, OIL, GREASE AND   |                          |                 |           |           |              |           |          |            |                 |
| LUBRICANTS              | \$217,450                | 123             | 26        | 25        | 34           | 21        | 0        | 14         | 3               |
| FURNITURE: OFFICE       | \$267,445                | 150             | 24        | 23        | 24           | 11        | 41       | 20         | 7               |
| JANITORIAL SUPPLIES,    | Ψ201,773                 | 130             | 27        |           | -27          |           | 71       | -20        | <del></del>     |
| _                       | #00 E42                  | 100             | 60        | EA        | 40           | 6         | ,        | ۾ ا        | ,               |
| GENERAL LINE            | \$88,543                 | 180             | 62        | 54        | 49           | 0         | 3        | 2          | 4               |
| MICROCOMPUTER           |                          |                 |           |           |              | ļ         |          |            |                 |
| HARDWARE AND            |                          |                 |           |           |              |           |          |            |                 |
| PERIPHERALS             | \$1,383,566              | 1,984           | 84        | 73        | 1,546        | 33        | 24       | 147        | 77              |
| MISCELLANEOUS           | \$121,583                | 394             | 115       | 97        | 154          | 8         | 6        | 9          | 5               |
| OFFICE MACHINES,        |                          |                 |           |           |              |           |          |            |                 |
| EQUIPMENT, AND          | i                        |                 |           |           |              |           |          |            |                 |
| ACCESSORIES             | \$356,222                | 122             | 14        | 22        | 37           | 7         | 2        | 14         | 26              |
| POLICE EQUIPMENT AND    | , ,                      |                 |           |           |              | - 1       |          | - 1        |                 |
| SUPPLIES                | \$71,311                 | 84              | 21        | 15        | 16           | 9         | 0        | 12         | 11              |
| PUBLICATIONS AND        | ψει, Ο (1                | U-T             | ۱ ـ       | ٠٠        | - 10         | -         | -        | 12         | - 11            |
|                         | ] ]                      |                 | ľ         |           |              |           |          |            |                 |
| AUDIOVISUAL MATERIALS   | #07.000                  |                 | _,        | , 1       | ا رر         | ا ر       | ا ب      | ا ہ        | _               |
| (PREPARED ONLY)         | \$37,986                 | 28              | 7         | 4         | 11           | 0         | 0        | 6          | 0               |
| RADIO COMMUNICATION,    |                          |                 |           |           |              | ŀ         |          |            |                 |
| TELEPHONE, AND          |                          |                 |           |           | 1            |           |          | j          |                 |
| TELECOMM, EQUIP,        |                          | }               | l         | ļ         |              |           | J        |            |                 |
| ACCESSORIES, AND        |                          |                 | J         |           |              |           | Ì        | I          |                 |
| SUPPLIES                | \$787,433                | 372             | 91        | 83        | 87           | 47        | 12       | 22         | 30              |
| ROAD AND HIGHWAY        | Ţ. J., 100               |                 |           |           |              |           |          |            |                 |
| BUILDING MATERIALS      |                          |                 | ŀ         | - 1       |              | ł         |          | l          |                 |
| DOLLDING INVIEWING      | l                        | 274             |           |           |              |           | _        |            |                 |
| (ACDUALTIC)             | I ዊላራራ ባባባ !             |                 |           |           |              | 40 '      |          |            |                 |
| (ASPHALTIC)<br>TOTALS   | \$166,000<br>\$6,483,305 | 874<br>6,949    | 11<br>763 | 16<br>627 | 667<br>4,172 | 10<br>333 | 7<br>145 | 135<br>536 | 28<br>373       |

Contra Costa County Outreach Purchasing By Departments
January - June 2009

| DEPARTMENT <sup>1</sup>   | Number of All<br>Purchasing<br>Contracts &<br>Transactions | Do | llar Amount of All<br>Purchasing<br>Contracts &<br>Transactions <sup>2</sup> | Number of<br>MBE<br>Vendors<br>Contacted | WBE<br>Vendors | Number of<br>SBE<br>Vendors<br>Contacted | Number of<br>LBE<br>Vendors<br>Contacted | Number of<br>DVBE<br>Vendors<br>Contacted |
|---|--|----|--|--|----------------|--|--|---|
| 1 Agriculture   | 160  | \$ | 56,546.00  | 13                                       | 11             | 73                                       | 20                                       | 1   |
| 2 Animal Services   | 9  | \$ | 19,690.00  | 2  | 2              | 6  | 5  | 0   |
| 3 Community Development   | 19   | \$ | 20,595.00  | 2  | 2              | 9  | 5  | 0   |
| 4 County Administrator  | 2  | \$ | 19,204.00  | 0  | 0              | 2  | 0  | 0   |
| Fire Protection District-East<br>Contra Costa Fire Protection<br>5 District | 5  | \$ | 98,015.00  | 0  | 0 ·            | 0  | 0  | 0   |
| 6 Library   | 3  | \$ | 17,271.00  | 1  | 2              | 3  | 2  | 0   |
| 7 Sheriff/Coroner   | 14   | \$ | 7,952.00   | 1  | 1              | 14                                       | 0  | 0   |
| Total   | 212  | \$ | 239,273.00   | 19                                       | 18             | 107                                      | 32                                       | 1   |

- Non-exempt Purchasing Transactions of \$10,000 or less by departments.
   Initial award amount only and excludes any contract amendments and renewals

#### Contra Costa County Outreach Professional Services January - June 2009

|    |  |  |    | ,,  |  |  |                                       |                                       | ;                                      |
|----|--|--|----|---|--|--|---------------------------------------|---------------------------------------|--|
|    | DEPARTMENT <sup>1</sup>                          | Number of All<br>Professional<br>Services<br>Contracts |    | oliar Amount of All<br>Professional<br>ervices Contracts <sup>2</sup> | Number of<br>MBE<br>Vendors<br>Contacted | Number of<br>WBE<br>Vendors<br>Contacted | Number of<br>SBE Vendors<br>Contacted | Number of<br>LBE Vendors<br>Contacted | Number of<br>DVBE Vendors<br>Contacted |
| 1  | Agriculture                                      | 6  | \$ | 2,161.00  | 0  | 4  | 0                                     | 2                                     | 0                                      |
|    | 7 ignoulturo                                     |  | _  | 2,101.00  |  | <u> </u>                                 |                                       |                                       |  |
| 2  | Animal Services                                  | 4  | \$ | 939.00  | 0  | 0  | 3                                     | 1                                     | 0                                      |
| 3  | Assessor <sup>3</sup>                            |  |    |   |  |  |                                       | -                                     | <del>-</del>                           |
|    |  |  |    |   |  |  |                                       |                                       |  |
| 4  | Auditor/Controller <sup>3</sup>                  | · · ·  |    |   |  |  |                                       |                                       |  |
| 5  | Building Inspection                              | 7  | \$ | 114,950.00  | 9  | 3  | 27                                    | 15                                    | 0                                      |
|    | Olark Danarda 3                                  |  |    |   |  |  |                                       |                                       | ·                                      |
| 6  | Clerk Recorder <sup>3</sup>                      |  |    |   |  |  |                                       |                                       |  |
| 7  | Community Development                            | 8  | \$ | 136,060.00  | 1  | 1  | 8                                     | 2                                     | 0                                      |
| 8  | Cooperative Extension <sup>3</sup>               |  |    |   |  |  |                                       |                                       |  |
|    | Obopolativo Exterioron                           |  |    |   |  |  |                                       |                                       |  |
| 9  | County Administrator                             | 6  | \$ | 62,186.00   | 4  | 6  | 4                                     | 0                                     | 0                                      |
| 10 | County Counsei <sup>3</sup>                      |  |    |   |  |  |                                       |                                       |  |
|    | Department of Child Support<br>Services          | 2  | \$ | 225,222.00  | 0  | 0  | 0                                     | 0                                     | 0                                      |
| 12 | District Attorney <sup>4</sup>                   |  |    |   |  |  |                                       |                                       |  |
| 12 | District Attorney                                |  |    |   |  |  |                                       |                                       |  |
|    | Employment & Human<br>Services                   | 4  | \$ | 21,100.00   | 0  | 3  | 4                                     | 2                                     | 0                                      |
|    | Fire Protection District-<br>Contra Costa County | 60   | \$ | 513,171.00  | 21                                       | 2  | 19                                    | 10                                    | 0                                      |
|    | Fire Protection District-<br>Crockett-Carquinez3 | . ,  |    |   | .,                                       |  |                                       |                                       |  |
|    | Fire Protection District-East<br>Contra Costa    | 39   | \$ | 681,158.00  | 0  | 4  | 18                                    | 12                                    | 0                                      |
| 17 | General Services                                 | 4  | \$ | 621,605.00  | 40                                       | 43                                       | 164                                   | 55                                    | 5                                      |
|    |  |  |    | 105,851,490.00  | 104                                      | 12                                       | 346                                   | 157                                   | 2                                      |
| 18 | Health Services                                  | 306  | \$ | 100,001,490.00  | 104                                      | 12                                       | 340                                   | 107                                   | 4                                      |
| 19 | Human Resources <sup>3</sup>                     |  |    |   |  |  |                                       |                                       |  |
| 20 | Library  | 4  | \$ | 35,750.00   | 0  | 1  | 11                                    | 1                                     | 0                                      |
| 21 | Probation  | 2  | \$ | 82,000.00   | 0  | 1  | 1                                     | 0                                     | 0                                      |

#### Contra Costa County Outreach Professional Services January - June 2009

|    | DEPARTMENT <sup>1</sup>              | Number of All<br>Professional<br>Services<br>Contracts | ollar Amount of All<br>Professional<br>ervices Contracts <sup>2</sup> | Number of<br>MBE<br>Vendors<br>Contacted | Number of<br>WBE<br>Vendors<br>Contacted | Number of<br>SBE Vendors<br>Contacted | Number of<br>LBE Vendors<br>Contacted | Number of<br>DVBE Vendors<br>Contacted |
|----|--------------------------------------|--|---|--|--|---------------------------------------|---------------------------------------|--|
| 22 | Public Defender <sup>3</sup>         |  |   |  |  |                                       |                                       |  |
| 23 | Public Works                         | 35   | \$<br>3,414,668.00  | 119                                      | 223                                      | 641                                   | 236                                   | 7                                      |
| 24 | Sheriff/Coroner                      | 3  | \$<br>345,000.00  | 0  | 0  | 0                                     | 0                                     | 0                                      |
| 25 | Treasurer/Tax Collector <sup>3</sup> |  | <br>  |  |  |                                       |                                       |  |
| 26 | Veterans Service Office <sup>3</sup> |  |   |  |  |                                       |                                       |  |
|    | Total                                | 490  | \$<br>112,107,460.00  | 298                                      | 303                                      | 1,236                                 | 493                                   | 14                                     |

- 1. Non-exempt Professional/Personal Services Contracts.
- 2. Initial amount only and exludes any contract amendments or renewals.
- 3. No reportable service contracts during this reporting period.
- 4. No report submitted.

|   | DEPARTMENT <sup>1</sup> | Number of All<br>Construction<br>Contracts/<br>Transactions<br>Awarded | Dollar Amount of Ali<br>Construction<br>Contracts/<br>Transactions<br>Awarded <sup>2</sup> | Number of MBE<br>Contactors<br>Contacted | Number of<br>WBE<br>Contactors<br>Contacted | Number of<br>SBE<br>Contactors<br>Contacted | Number of<br>LBE<br>Contactors<br>Contacted | Number of<br>DVBE<br>Contactors<br>Contacted |
|---|-------------------------|--|--|--|---|---|---|--|
| 1 | General Services        |  |  |  |   |   |   |  |
|   | a. Regular Contracts    | 2  | \$ 847,250.00  | 48                                       | 34  | 177   | 102   | 15   |
|   | b. Job Order Contracts  | 4  | \$ 523,159.00  | 9  | 11  | 7   | 9   | 1  |
| 2 | Public Works            | 1  | \$ 214,075.00  | 0  | 0   | 11  | 5   | 0  |
|   | Total                   | 7  | \$ 1,584,484.00  | 57                                       | 45  | 195   | 116   | 16   |

- Non-exempt construction contracts of \$1 100,000 or more.
   Initial award amount only (exludes any contract amendments, renewals or change orders).

### Contra Costa County Amended and Renewed Contracts January - June 2009

|                                      | SE            | SBE Outreach P |              |           |  |  |
|--------------------------------------|---------------|----------------|--------------|-----------|--|--|
|                                      | Amended       | Renewed        | Amended      | Renewed   |  |  |
| DEPARTMENT                           | Contracts     | Contracts      | Contracts    | Contracts |  |  |
| Agriculture <sup>1</sup>             |               |                |              |           |  |  |
| Animal Services                      | 2             | 3              | 4            | 12        |  |  |
| Assessor <sup>1</sup>                |               |                |              |           |  |  |
| Auditor-Controller <sup>1</sup>      |               |                |              |           |  |  |
| Building Inspection                  | 3             | 0              | 0            | 0         |  |  |
| Clerk-Recorder                       | 1             | 0              | 0            | 0         |  |  |
| Community Development                | 2             | 0              | 0            | 0         |  |  |
| Cooperative Extension <sup>1</sup>   |               |                |              |           |  |  |
| Office                               | 0             | 6              | 0            | 8         |  |  |
| County Counsel <sup>1</sup>          |               |                |              |           |  |  |
| Department of Child                  |               |                |              |           |  |  |
| Support Services <sup>1</sup>        |               |                |              |           |  |  |
| District Attorney <sup>1</sup>       |               |                |              |           |  |  |
| Services                             | 0             | 6              | 0            | 10        |  |  |
| County                               | 0             | 1              | 1            | 1         |  |  |
| Carquinez <sup>1</sup>               |               |                | :            |           |  |  |
| Costa <sup>1</sup>                   |               |                |              |           |  |  |
| General Services <sup>1</sup>        |               |                |              |           |  |  |
| Health Services                      | 12            | 113            | 61           | 228       |  |  |
| Human Resources                      | 0             | 3              | 0            | 0         |  |  |
| Library                              | 0             | 3              | 0            | 0         |  |  |
| Probation                            | 0             | 1              | 1            | 1         |  |  |
| Public Defender <sup>1</sup>         |               | " ]            |              |           |  |  |
| Public Works                         | 6             | 1              | 8            | 3         |  |  |
| Sheriff-Coroner                      | 0             | 3              | 0            | 1         |  |  |
| Treasurer-Tax Collector <sup>1</sup> |               |                |              |           |  |  |
| Veterans' Services Office1           |               |                |              |           |  |  |
| Total                                | 26            | 140            | 75           | 264       |  |  |
| Footnotes:                           |               |                |              |           |  |  |
| 1. No reported amendments o          | r renewals du | ring the repor | ting period. |           |  |  |